

## Meeting Rooms IARC IT Services – Visitor Requirements

As a visitor to IARC, our IT group hopes to be able to offer you a full range of internet services. To make this process as simple as possible, here are some guidelines and general information to help you prepare in advance.

### WIFI CONNECTION TO THE INTERNET

- ✚ Wifi connection to the internet is accessible provided your laptop meets IARC minimum requirements (see below)
- ✚ You will only have access to the internet
- ✚ We do not offer file or print services. Printing a document is nevertheless possible provided that your document has been transferred on a USB key and using the IARC printer installed in the meeting room

If you are unable to connect to the Wifi network (or if your laptop does not meet IARC minimum requirements), depending on the meeting room, IARC IT department may be able to provide:

### A LAN SWITCH

- ✚ Which you can use provided that your laptop:
  - has a network card
  - is DHCP enabled, and
  - meets IARC minimum requirements (see below)
- ✚ You will only have access to the internet
- ✚ We do not offer file or print services. Printing a document is nevertheless possible provided that your document has been transferred on a USB key and using the IARC printer installed in the meeting room

### INTERNET CAFÉ (if envisaged by IARC organizers)

- ✚ The internet café, set-up with desktop(s) connected to a printer, will allow you to surf the web, check your e-mails, and/or print your documents

### ITS MINIMUM REQUIREMENTS FOR WIFI CONNECTION

Your laptop should be equipped with	IARC IT department's restrictions
Windows XP service pack 2 or Mac OS	
Wifi card which supports WPA-PSK standard	The IT department cannot provide Wifi or network cards, so if needed, please bring your own
Up-to-date antivirus software	You will need to have an up-to-date antivirus software installed on your machine prior to coming or IARC network access will be denied
Up-to-date Microsoft security patches	
DHCP enabled	If you have a fixed IP, your DHCP will have to be activated

### OUTGOING VPN CONNECTIONS

Outgoing VPN connections to your institute are not allowed through either the wired or Wifi network in the meeting rooms. IARC IT department can however propose an alternative. Please contact IARC IT helpdesk (x8346) in order to discuss this.